

Minutes of the Board of Ward County Commissioners

April 5, 2022

The regular meeting of the Ward County Commission was called to order by Chairman Rostad at 9:00 AM with Commissioners Anderson, Fjeldahl, Pietsch, and Weppler present. Also present were department heads Brian Vangsness, Dana Larsen, Jason Blowers, Jennifer Wiechmann, Kerriane Boetcher, Kristin Kowalczyk, Marisa Haman, Noreen Barton, Roza Larson, and Tammy Terras.

Moved by Comm. Anderson, seconded by Comm. Pietsch to approve the agenda with the following additions: Item 3.1, Epic presentation; item 8.5, Jennifer Wiechmann regarding in-house COVID-19 testing and antibody testing; item 13F, Planning and Zoning open board positions; and 13G, ARPA application process. Roll call; all voted yes; motion carried.

Moved by Comm. Weppler, seconded by Comm. Fjeldahl to approve the minutes from the regular Commission Meeting on March 15, 2022. Roll call; all voted yes; motion carried.

Moved by Comm. Anderson, seconded by Comm. Fjeldahl to approve the regular bills totaling \$320,581.46 and HS Zone direct cost bills totaling \$7,472.26. Roll call; all voted yes; motion carried.

REGULAR COMMISSION MEETING 04/05/2022 BILL LIST

GENERAL BILLS			
CHECK #	VENDOR	DESCRIPTION	AMOUNT
188389	BRUMMUND PAIGE	OVERNIGHT TRAVEL 01/05/22-01/09/22 DENVER--EXTENSION SVC	\$ 244.90
188389	BRUMMUND PAIGE	DAY TRAVEL 01/18/22-02/28/22--EXTENSION SERVICE	25.74
188389	BRUMMUND PAIGE	OVERNIGHT TRAVEL 02/20/22-02/22/22 FARGO--EXTENSION SVC	406.96
188379	BRUMMUND PAIGE	OVERNIGHT TRAVEL 2/28/22-3/2/22 BISMARCK --EXTENSION SVC	175.37
188324	ENERBASE FARMERS UNION/CENEX	FUEL--SHERIFF	10,662.65
188324	ENERBASE FARMERS UNION/CENEX	FUEL--TAX EQUALIZATION	214.82
188390	FIRST WESTERN INSURANCE	NOTARY BOND--JAIL OPERATIONS	50.00
188390	FIRST WESTERN INSURANCE	NOTARY BOND - KW--JAIL OPERATIONS	50.00
188391	GRAPHICS LETTERING & TRIM	REMOVE LOGO--TAX EQUALIZATION	36.00
188391	GRAPHICS LETTERING & TRIM	WARD CO. LOGO BLDG INSP. VEHICLE--TAX EQUALIZATION	63.00
188391	GRAPHICS LETTERING & TRIM	REMOVE GRAPHICS--SHERIFF	220.00
188391	GRAPHICS LETTERING & TRIM	INSTALL GRAPHICS--SHERIFF	720.00
DD	HAMAN, MARISA M	DAY TRAVEL 3/28/22 --AUDITOR AND TREASURER	59.67
DD	HAUGAN, KELLY J	OVERNIGHT TRAVEL 3/14/22-3/17/22 BISMARCK --EMERGENCY MGT.	126.36
DD	HAUGAN, KELLY J	DAY TRAVEL 3/24/22--EMERGENCY MANAGEMENT	42.12
DD	HAUGAN, KELLY J	OVERNIGHT TRAVEL 3/7/22-3/9/22 BISMARCK - -EMERGENCY MGT.	131.04
188392	HIGH POINT NETWORKS	HPE HYBRID STORAGE ARRAY--IT	34,919.97
188393	INFORMATION TECHNOLOGY DEPT	NETMOTION--SHERIFF	316.15
DD	JACKSON, JOSEPH J	OVERNIGHT TRAVEL 3/14/22-3/15/22 DEVILS LAKE --SHERIFF	28.00
DD	JOHNSON, JODI L	OVERNIGHT TRAVEL 3/20/22-3/21/22 BISMARCK --SCHOOL SUPT.	157.87
188394	KASSON, SEAN BRADLEY	CONTRACT ATTORNEY 2/1/22-3/13/22--STATES ATTORNEY	1,257.67
DD	KOWALCZYK, KRISTIN L	DAY TRAVEL 3/22/22 --RECORDER	58.50
188395	MARCO TECHNOLOGIES, LLC NW7128	SERVICE INVOICE CISCO VOICE GATEWAY--IT	320.00
188325	MDU - BISMARCK OFFICE	425 GAS BILL--FACILITY MANAGEMENT	303.59

188325	MDU - BISMARCK OFFICE	COURTHOUSE GAS BILL--FACILITY MANAGEMENT	2,639.44
188325	MDU - BISMARCK OFFICE	GAS FOR COUNTY NORTH--FACILITY MANAGEMENT	795.58
188328	MDU - BISMARCK OFFICE	ADMIN GAS BILL--FACILITY MANAGEMENT	1,981.66
188328	MDU - BISMARCK OFFICE	OLD JAIL GAS BILL--FACILITY MANAGEMENT	2,466.11
188328	MDU - BISMARCK OFFICE	GAS 900 BLDG--FACILITY MANAGEMENT	2,038.01
188328	MDU - BISMARCK OFFICE	NEW JAIL GAS BILL--FACILITY MANAGEMENT	3,277.68
188396	MIDSTATES WIRELESS	BATTERY--SHERIFF	140.40
188326	MINOT CITY OF, LANDFILL	DISPOSAL OF STATES ATTNY FRIDGE--FACILITY MANAGEMENT	2.00
188397	ND COUNTY RECORDERS ASSOC	CONF. REGISTRATION/BANQUET--RECORDER	460.00
188398	ND DEPT HUM SERV	INMATE MEDICAL JAN 2022--JAIL OPERATIONS	2,456.87
188347	NDSU EXTENSION-MERCER COUNTY	REG. FEE TRACTOR SAFETY TRAINING 4/22/22--EXTENSION SVC	15.00
DD	OSTRUM, RYAN L	OVERNIGHT TRAVEL 3/14/22-3/15/22 DEVILS LAKE --SHERIFF	28.00
188399	REINHARDT SANDRA	CMT1/CMT2 TRAINING--JAIL OPERATIONS	281.25
DD	RIVERSIDE TECHNOLOGIES, INC	HP 800 G6 DM X2--IT	1,710.00
188400	ROCHESTER ARMORED CAR CO INC	ARMORED CAR SERVICE--AUDITOR AND TREASURER	496.38
188401	SOURIS BASIN PLANNING	BUDGETED 2022 JOINT POWER MEMBERSHIP--GENERAL	39,000.00
188402	SUMMIT FOOD SERVICES LLC	FEBRUARY MEALS FOR JUVENILE--JUVENILE DETENTION	301.25
188402	SUMMIT FOOD SERVICES LLC	INMATE MEALS - FEB. 2022--JAIL OPERATIONS	27,854.65
188322	THOMAS LAW FIRM	INDIGENT DEFENSE APRIL 2022--GENERAL	2,000.00
188403	TRINITY HEALTH	Q1 2022 CONTRACT--CORONER--GENERAL	11,250.00
188403	TRINITY HEALTH	Q2 2022 CONTRACT--CORONER--GENERAL	11,250.00
188404	TURNKEY CORRECTIONS	LAW LIBRARY--INMATE TRUST (COMMISSARY)	760.00
188404	TURNKEY CORRECTIONS	INDIGENT SUPPLIES--INMATE TRUST (COMMISSARY)	537.50
188404	TURNKEY CORRECTIONS	CHECK STOCK--INMATE TRUST (COMMISSARY)	177.90
188404	TURNKEY CORRECTIONS	DEBIT CARD FEES--INMATE TRUST (COMMISSARY)	558.00
188405	TYLER TECHNOLOGIES INC	IVEE HR MODULE SUPPORT/MAINT.--HUMAN RESOURCES	2,328.48
188406	UNITED MAILING SERVICES INC	POSTAGE/SVC 3/21/22--EXTENSION SERVICE	323.33
188406	UNITED MAILING SERVICES INC	POSTAGE/SVC 3/21/22--HUMAN SERVICES	364.87
188406	UNITED MAILING SERVICES INC	POSTAGE/SVC 3/21/22--GENERAL	1,687.11
188406	UNITED MAILING SERVICES INC	POSTAGE/SVC 3/7/22--HUMAN SERVICES	401.20
188406	UNITED MAILING SERVICES INC	POSTAGE/SVC 3/7/22--EXTENSION SERVICE	49.75
188406	UNITED MAILING SERVICES INC	POSTAGE/SVC 3/7/22--GENERAL	1,223.37
DD	VAN PELT, NICHOLAS M	OVERNIGHT TRAVEL 3/14/22-3/15/22 DEVILS LAKE--SHERIFF	38.50
188407	VILLAGE FAMILY SERVICE CENTER	EMPLOYEE ASSISTANCE PROGRAM--HUMAN RESOURCES	9,000.00
188250	WEX HEALTH, INC.	FSA MONTHLY FEES--HUMAN RESOURCES	175.00
18848	WHEELER CONSTRUCTION INC	LICENSE PLATE CAMERA POE INJECTOR SHERIFF--IT	103.39
188408	WHEELER CONSTRUCTION INC	SECO-LARM KEY FOBS/INSTALLATION-S.A. DOOR--IT	172.53
188409	WIDMER ROEL PC	2021 AUDIT OF FINANCIAL STATMENTS --GENERAL	5,501.34
DD	WIECHMANN, JENNIFER A	DAY TRAVEL 3/22/22 --EMERGENCY MANAGEMENT	47.97
DD	WIECHMANN, JENNIFER A	DAY TRAVEL 3/23/22--EMERGENCY MANAGEMENT	9.36
188323	WILHELM TIM	INDIGENT DEFENSE APRIL 2022--GENERAL	2,000.00
188327	XCEL ENERGY	ELECTRICITY SOO LINE PARKING LOT--FACILITY MANAGEMENT	50.34

188327	XCEL ENERGY	900 OFFICE ELECTRICITY--FACILITY MANAGEMENT	624.02
188327	XCEL ENERGY	900 COLD STORAGE--FACILITY MANAGEMENT	133.83
188327	XCEL ENERGY	ELECTRICITY JAIL--FACILITY MANAGEMENT	14,100.91
188327	XCEL ENERGY	ELECTRICITY ADMIN BLDG--FACILITY MANAGEMENT	8,565.39
Total General Bills:			\$ 209,968.75

PARK BOARD BILLS			
CHECK #	VENDOR	DESCRIPTION	AMOUNT
188388	MENARDS - MINOT	PICKUP TOOLS--PARK	\$ 9.99
188242	RESERVATION TELEPHONE COOPERAT	UTILITIES--PARK	240.93
188243	VERENDRYE ELECTRIC	UTILITIES--PARK	108.00
188336	XCEL ENERGY	UTILITIES--PARK	71.34
188336	XCEL ENERGY	UTILITIES--PARK	44.44
Total Park Board Bills:			\$ 474.70

ROAD/HIGHWAY BILLS			
CHECK #	VENDOR	DESCRIPTION	AMOUNT
188365	ACME TOOLS GRAND FORKS	JOBBER--HIGHWAY ROAD OPERATION	\$ 13.95
188365	ACME TOOLS GRAND FORKS	GREASE GUN--HIGHWAY ROAD OPERATION	59.98
188366	AMERICAN TRUCK & TRAILER	D-RING--HIGHWAY ROAD OPERATION	15.78
188366	AMERICAN TRUCK & TRAILER	DUST COVERS, LIPS--HIGHWAY ROAD OPERATION	191.36
188366	AMERICAN TRUCK & TRAILER	PLUG, SEAL--HIGHWAY ROAD OPERATION	54.75
188366	AMERICAN TRUCK & TRAILER	FLOOR SCREW--HIGHWAY ROAD OPERATION	12.26
188366	AMERICAN TRUCK & TRAILER	D-RING--HIGHWAY ROAD OPERATION	126.24
188337	ARAMARK UNIFORM SERICES	JANITORIAL SVC--HIGHWAY ROAD OPERATION	693.95
188367	BUTLER MACHINERY	EDGES, PINS, BATTERY--HIGHWAY ROAD OPERATION	3,702.88
188368	CAPITAL ONE TRADE CREDIT	LATCH, GUARDS--HIGHWAY ROAD OPERATION	45.57
188369	CHESAK SEED HOUSE	MULCH--HIGHWAY ROAD OPERATION	151.20
188370	DAKOTA FIRE EXTINGUISHER INC	ANNUAL FIRE EXT. SVC.--HIGHWAY ROAD OPERATION	2,165.33
188371	DAKOTA FLUID POWER INC	SEALS--HIGHWAY ROAD OPERATION	8.68
188371	DAKOTA FLUID POWER INC	HOSE, NIPPLE--HIGHWAY ROAD OPERATION	17.23
188371	DAKOTA FLUID POWER INC	HOSE--HIGHWAY ROAD OPERATION	23.52
188372	DAKOTALAND AUTOGLASS	WINDSHIELD--HIGHWAY ROAD OPERATION	245.00
188373	EXPRESSWAY SUITES	LODGING--HIGHWAY ROAD OPERATION	172.80
188374	FARSTAD OIL	DRUM DEPOSIT--HIGHWAY ROAD OPERATION	50.00
188374	FARSTAD OIL	GREASE--HIGHWAY ROAD OPERATION	2,222.26
188374	FARSTAD OIL	GASOLINE, DIESEL--HIGHWAY ROAD OPERATION	37,735.89
188375	GENERAL TRADING CO	VEHICLE WASH--HIGHWAY ROAD OPERATION	54.60
188376	HOME OF ECONOMY INC	PAINT MASK, CARTRIDGE--HIGHWAY ROAD OPERATION	93.44
188376	HOME OF ECONOMY INC	PIPE, CLAMP--HIGHWAY ROAD OPERATION	13.38
188346	HOUSTON ENGINEERING INC	ENGINEERING--HIGHWAY ROAD OPERATION	1,041.50
188244	KENMARE CITY OF	UTILITIES--HIGHWAY ROAD OPERATION	57.50
188377	LAWSON PRODUCTS INC	NUTS, WASHERS, LOCKS--HIGHWAY ROAD OPERATION	516.35
188377	LAWSON PRODUCTS INC	PAINT--HIGHWAY ROAD OPERATION	403.53
188378	MDU - BISMARCK OFFICE	UTILITIES--HIGHWAY ROAD OPERATION	81.10

188245	MDU - BISMARCK OFFICE	UTILITIES--HIGHWAY ROAD OPERATION	1,557.89
188338	MDU - BISMARCK OFFICE	UTILITIES--HIGHWAY ROAD OPERATION	1,372.94
188338	MDU - BISMARCK OFFICE	UTILITIES--HIGHWAY ROAD OPERATION	1,981.57
188338	MDU - BISMARCK OFFICE	UTILITIES--HIGHWAY ROAD OPERATION	678.59
188338	MDU - BISMARCK OFFICE	UTILITIES--HIGHWAY ROAD OPERATION	2,646.92
188338	MDU - BISMARCK OFFICE	UTILITIES--HIGHWAY ROAD OPERATION	202.71
188379	MENARDS - MINOT	CLEANING SUPPLIES--HIGHWAY ROAD OPERATION	15.41
188379	MENARDS - MINOT	FILTERS--HIGHWAY ROAD OPERATION	160.00
188379	MENARDS - MINOT	TAPE, TIES, BINDERS--HIGHWAY ROAD OPERATION	288.82
188379	MENARDS - MINOT	PAINT, SCRAPERS--HIGHWAY ROAD OPERATION	51.42
188379	MENARDS - MINOT	LUMBER--HIGHWAY ROAD OPERATION	124.16
188379	MENARDS - MINOT	LUMBER--HIGHWAY ROAD OPERATION	83.07
188379	MENARDS - MINOT	RIBBON, CONTAINERS--HIGHWAY ROAD OPERATION	26.47
188379	MENARDS - MINOT	RATCHET, DOOR LATCH--HIGHWAY ROAD OPERATION	175.11
188380	MINOT DAILY NEWS INC	PROJECT AD - BID CO. PROJ. RT CRACK C&S--HIGHWAY	175.38
188380	MINOT DAILY NEWS INC	PROJECT AD - BID CO. PROJ. PAVEMENT MARKING--HIGHWAY	134.30
188380	MINOT DAILY NEWS INC	MATERIALS / SVC AD - CALL BIDS R&B MATERIALS--HIGHWAY	85.32
188380	MINOT DAILY NEWS INC	PROJECT AD - BID CO. PROJ. MICRO SURFACING--HIGHWAY	169.06
188381	ND DEPT OF TRANSPORTATION.	BRIDGE FINAL--HIGHWAY ROAD OPERATION	749.28
188381	ND DEPT OF TRANSPORTATION.	PROGRESS EST #1 - BRIDGE--HIGHWAY ROAD OPERATION	33,726.27
188381	ND DEPT OF TRANSPORTATION.	BRIDGE FINAL--HIGHWAY ROAD OPERATION	14.91
188382	NEWMAN TRAFFIC SIGNS	SIGNS--HIGHWAY ROAD OPERATION	2,527.12
188339	OTTERTAIL POWER CO	UTILITIES--HIGHWAY ROAD OPERATION	614.59
188383	RDO/POWERPLAN	EDGES--HIGHWAY ROAD OPERATION	2,259.44
188383	RDO/POWERPLAN	FITTINGS--HIGHWAY ROAD OPERATION	436.70
188383	RDO/POWERPLAN	TEETH, RETAINER--HIGHWAY ROAD OPERATION	554.70
188384	RHI SUPPLY REFRIGERATION	FLUIDS/DISCOUNT--HIGHWAY ROAD OPERATION	736.38
188384	RHI SUPPLY REFRIGERATION	MAT/DISCOUNT--HIGHWAY ROAD OPERATION	29.77
188385	SAFETY KLEEN	SOLVENT CLEAN--HIGHWAY ROAD OPERATION	202.63
188386	SUNDRE SAND & GRAVEL INC	SALT SAND--HIGHWAY ROAD OPERATION	1,597.83
188387	SWANSTON EQUIPMENT CO	RADIO ANTENNA--HIGHWAY ROAD OPERATION	33.23
DD	SWARTOUT, ROBERT C	FUEL REIMB. - PETRO 02370181 3/16/22--HIGHWAY	76.90
DD	SWARTOUT, ROBERT C	OVERNIGHT TRAVEL 3/14/22-3/16/22 FARGO--HIGHWAY	63.00
188246	TRI N PROPANE	UTILITIES--HIGHWAY ROAD OPERATION	337.50
188340	TRI N PROPANE	PROPANE HEAT--HIGHWAY ROAD OPERATION	192.00
188340	TRI N PROPANE	PROPANE HEAT--HIGHWAY ROAD OPERATION	385.00
188247	VERENDRYE ELECTRIC	UTILITIES--HIGHWAY ROAD OPERATION	4,789.00
188247	VERENDRYE ELECTRIC	UTILITIES--HIGHWAY ROAD OPERATION	102.00
188247	VERENDRYE ELECTRIC	UTILITIES--HIGHWAY ROAD OPERATION	34.00
188341	VERIZON CONNECT NWF INC	MONTHLY CHARGE--HIGHWAY ROAD OPERATION	391.56
188248	VERIZON WIRELESS - NJ PO	UTILITIES--HIGHWAY ROAD OPERATION	254.90
188342	XCEL ENERGY	UTILITIES--HIGHWAY ROAD OPERATION	87.66
Total Road/Highway Bills:			\$ 110,095.54

VISION ZERO BILLS			
CHECK #	VENDOR	DESCRIPTION	AMOUNT
188249	VERIZON WIRELESS - NJ PO	UTILITIES--VISION ZERO	\$ 42.47
		Total Vision Zero Bills:	\$ 42.47
GRAND TOTAL			<u>\$ 320,581.46</u>

Todd Berning, President of EPIC Companies, appeared and gave a presentation on the renovation project of the M Building in downtown Minot. On the speaker phone were Blake Nybakken, Chief Operating Officer of EPIC Companies and John Shockley, legal counsel for EPIC Companies. EPIC Companies is looking for a 20-year TIF with a 90/10 split. Mr. Berning asked for county participation in the requested 20-year TIF.

Harold Stewart, Minot City Manager, spoke regarding how the TIF works. The City of Minot will hold the risk by issuing bonds in the name of the city for the \$2.7 million requested.

Moved by Comm. Anderson, seconded by Comm. Weppler for the Commission to give a recommendation of approval but give final decision at the April 19, 2022 Commission Meeting. Roll call; Comm. Anderson, Weppler, Fjeldahl, and Rostad voted yes; Comm. Pietsch voted no; motion carried.

Moved by Comm. Pietsch, seconded by Comm. Fjeldahl to open the public hearing at 9:50 AM regarding the Home Rule Charter amendment. Roll call; all voted yes; motion carried.

No one from the public came forward to speak to this issue.

Moved by Comm. Pietsch, seconded by Comm. Fjeldahl to close the public hearing at 9:52 AM. Roll call; all voted yes; motion carried.

Moved by Comm. Fjeldahl, seconded by Comm. Anderson to approve the Amendment Article “2-G” Home Rule Powers of County with the addition of the underlined “The county shall not have the authority to require additional dedication or donation of right-of-way abutting areas of existing right-of-ways. Additional acquired right-of-ways shall be pursuant to North Dakota statutory procedures.” Roll call; all voted yes; motion carried.

Dave Alm, WPC, Inc. appeared regarding a request for drilling in Ward County Right-of-Way in order to address fuel contamination that is in the ground water.

Travis Schmit, Assistant Engineer, appeared and stated a bond or bank note is needed so as not to burden the Ward County tax payers with the cost.

Moved by Comm. Fjeldahl, seconded by Comm. Weppler to approve the Application for Work Within the Right-of-Way to allow the drilling if the bond/bank note request is met. Roll call; all voted yes; motion carried.

Major Larry Hubbard, Sheriff’s Department appeared regarding a request for bids on a new van.

Moved by Comm. Weppler, seconded by Comm. Pietsch to approve purchase of a new vehicle from Minot Automotive as presented. Roll call; all voted yes; motion carried.

Major Paul Olthoff, Detention Center, appeared regarding a Jail Service Agreement Amendment. This amendment extends the agreement for an additional 5 years.

Moved by Comm. Pietsch, seconded by Comm. Fjeldahl to approve the Jail Service Agreement Amendment as presented. Roll call; all voted yes; motion carried.

Rex Weltikol, Fire Chief of Minot Rural Fire Department, appeared regarding the Ward County burn ban.

Moved by Comm. Wepler, seconded by Comm. Anderson to approve the Ward County Fire Emergency and Restrictive Burn Ban through November 30, 2022, and to have the Chairman sign. Roll call; all voted yes; motion carried.

Jennifer Wiechmann, Emergency Management Director, appeared to discuss in-house antibody testing. The Memorandum of Understanding with Trinity Health for antibody testing expired the end of December, 2021.

Moved by Comm. Pietsch, seconded by Comm. Anderson to bring antibody testing to an end for Ward County employees. Roll call; all voted yes; motion carried.

Ms. Wiechmann continued with regular COVID-19 rapid testing. An email was sent to all employees that the Emergency Management office was not performing testing anymore due to availability of at-home tests.

Ms. Terras appeared regarding Human Resource reports on COVID-19 positivity as presented to the Commission from department heads.

Moved by Comm. Pietsch, seconded by Comm. Fjeldahl to cease in-office COVID-19 Rapid Testing for Ward County employees and to have Human Resources bring forth a report only if there is a significant increase in COVID-19 positivity throughout our facilities. Roll call; all voted yes; motion carried.

Dana Larsen, Highway Engineer, appeared regarding replacing insulation in the Sawyer shop. Low bid was from The Foam Depot.

Moved by Comm. Pietsch, seconded by Comm. Wepler to approve the low quote of \$21,036.40 from The Foam Depot to install 3 inch of spray foam on the walls and ceiling of the Sawyer shop. Roll call; all voted yes; motion carried.

Mr. Larsen continued with information on a snow plow and mower map. The initial cost would be \$10,000.00 with an additional yearly fee of approximately \$3,000.00 for data transmission and maintenance. This website would be accessible to the public and there would be proper marking on the map for users to know the exact purpose of the map.

Moved by Comm. Fjeldahl, seconded by Comm. Pietsch to authorize the Highway Department to proceed with the design and launch the Snow Plow and Mower Tracking Web Application. Roll call; all voted yes; motion carried.

The last item presented by Mr. Larsen was the selection of an engineer for PE on bridge replacement.

Moved by Comm. Wepler, seconded by Comm. Pietsch to select KLJ Engineering to complete the preliminary engineering for the replacement of bridge number 51-155-50.0 located one-mile south of the City of Sawyer on 153rd Street SE, and authorize the chairman to sign the engineering contract. Roll call; all voted yes; motion carried.

Noreen Barton, Director of Tax Equalization, appeared regarding the Tax Roll Memorandum.

1. Property was not re-assessed as a vacant lot when building removed:

Property Owner	Description	Physical Address	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Potter, Linda	KM180072700062 Tolleys 1 st Addn. N 1/2 Lot 6 Block 27	Unassigned	2021	\$12,000	\$1,000	\$600	\$50

2. Property Owner qualifies for Farm Exemption:

Property Owner	Description	Physical Address	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Tuchscherer, Daniel	WI19005U010000 W660' of Lot 2 & S550' of W660' of Lot 1 S19-153-82	16411 13 th St SE Minot, ND 58701	2021	\$256,000	\$21,000	\$11,620	\$1,050
Tuchscherer, Daniel	WI19005U010000 W660' of Lot 2 & S550' of W660' of Lot 1 S19-153-82	16411 13 th St SE Minot, ND 58701	2020	\$218,000	\$20,000	\$9,910	\$1,000

3. MH removed from tax roll, moved out of state:

Property Owner	Description	Physical Address	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Smokey Cowboy	SR5105941 Riverbend MHP Lot 22	4821 Hwy 52 S Lot 22 Minot, ND 58701	2022	\$6,000	\$0.00	\$270	\$0.00

4. MH removed from tax roll, moved out of the County:

Property Owner	Description	Physical Address	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Moody, Shannon	MI5100191 Edgeview MHP Lot 46	1500 18 th St SW Lot 46 Minot, ND 58701	2022	\$6,000	\$0.00	\$270	\$0.00
Dragswolf, Julie	MI5103254 Woodridge MHP Lot 226	406 31 st Ave SE Lot 226 Minot, ND 58701	2022	\$19,000	\$0.00	\$855	\$0.00
Cryer, Shawntell	MI5104174 Woodridge MHP Lot 23	405 31 st Ave SE Lot 23 Minot, ND 58701	2022	\$7,000	\$0.00	\$315	\$0.00

5. Property Owner qualifies for TIF, approved by Minot City Council:

Property Owner	Description	Physical Address	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Blue on Broadway	MI251610200081 Lots 7 & 8 Less Hwy & Street Block 2	1629 Broadway S Minot, ND 58701	2021	\$3,243,000	\$928,000	\$162,150	\$46,400

6. Property Owner qualifies for Blind Exemption:

Property Owner	Description	Physical Address	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Albrightson, Helen	MI356500000030 Cedar Lake Condominiums Carlsons 2 nd Addn. Replat Lot 7 Unit 2400	2400 8 th St SW Minot, ND 58701	2021	\$168,000	\$50,000	\$7,560	\$2,500

7. Recorded Owner is Tax Exempt:

Property Owner	Description	Physical Address	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Souris Valley Amateur Radio Club	FR140990000010 Olt 1 of NE S14-153-83	201 149 th Ave SW Sawyer, ND 58781	2019	\$42,000	\$0.00	\$2,100	\$0.00

Moved by Comm. Weppler, seconded by Comm. Pietsch to approve adjustments to Tax Roll Memorandum as presented. Roll call; all voted yes; motion carried.

Doug Diedrichsen, Planning & Zoning Administrator appeared regarding a Plat Application for Clint and Sara Neshem for the following described property: Proposed Outlot 2 being a portion of NE4NE4 30-154-84. The applicant is proposing to parcel an outlot, proposed Outlot 2 is 9.83 acres. This outlot is for future residential purposes. Burt Township zoning applies with the township recommending approval. Planning Commission recommends approval based on findings of facts and staff recommendations.

Moved by Comm. Fjeldahl, seconded by Comm. Anderson to approve the Plat Application for Clint and Sara Neshem as recommended by Planning & Zoning Committee. Roll call; all voted yes; motion carried.

Tammy Terras, Human Resources Director, appeared for a discussion on the 2021 Compensation Study. In this study, our current structure has 45 pay grade levels and the proposed has 25 grade levels.

Moved by Comm. Weppler, seconded by Comm. Fjeldahl to begin the process to resume the compensation study and meet with each department head to get feedback and any recommendations they may have utilizing a person from the personnel committee and the portfolio holder. Roll call; all voted yes; motion carried.

Ms. Terras continued with Gallagher providing us with published data on the salary study but not custom market survey data. They can provide the information, but a waiver will need to be signed prior to receiving the data.

Moved by Comm. Weppler, seconded by Comm. Fjeldahl to not sign the Sherman Antitrust Liability waiver following the guidance of our State's Attorney. Roll call; all voted yes; motion carried.

Moved by Comm. Weppler, seconded by Comm. Anderson to approve the following payroll amendment: J. Vermillion, Jail; T. McManus, Jail; A. Mindt, Auditor/Treasurer; M. Lemus, Facilities; and L. Simons, State's Attorney. Roll call; all voted yes; motion carried.

Auditor/Treasurer Marisa Haman appeared.

Moved by Comm. Weppler, seconded by Comm. Pietsch to receive and file the following correspondence: Email dated March 25, 2022 from Rich Berg, Souris Valley United Way; postcard from ND Water Resources; letter from City of Minot regarding 20-year Tax Increment Financing District by EPIC Companies; Economy at a Glance for March 2022; meeting notes regarding Ward County Human Service Zone and Youthworks for March 8, 2022; Personnel Committee Meeting notes for January 18, 2022; Department Head meeting notes for January 19, 2022 and February 16, 2022; and to receive and file 2021 Ward County Annual Reports for Auditor/Treasurer's Office, Highway Department, Library, State's Attorney's Office, and Tax Equalization. Roll call; all voted yes; motion carried.

Ms. Haman presented the Commission with a bid to purchase foreclosed property. The bid is for Parcel #RL030090000070. Minimum sale price for this property is \$32,023.10 with a bid amount of \$32,024.00.

Moved by Comm. Pietsch, seconded by Comm. Weppler to approve the bid in the amount of \$32,024.00. Roll call; all voted yes; motion carried.

Moved by Comm. Fjeldahl, seconded by Comm. Weppler to award 3 days' additional paid leave to Human Resources Director Tammy Terras, and for Auditor Marisa Haman, IT Director Jason Blowers, Library Director Kerrianne Boetcher, and Major Paul Olthoff a cash compensation award in the amount of \$300.00 for stepping up to perform interim duties while in the process of hiring a new Facilities Director. Roll call; all voted yes; motion carried.

Brian Vangsness, Facilities Director, presented bids regarding a breakroom door for the Administrative Building.

Moved by Comm. Weppler, seconded by Comm. Fjeldahl to put bid quotes into the American Rescue Plan Act internal request pool. Roll call; all voted yes; motion carried.

Moved by Comm. Weppler, seconded by Comm. Pietsch to appoint Jay Livingston and Mark Schumaker to the Planning and Zoning Board. Roll call; all voted yes; motion carried.

April 12, 2022 is the date for reviewing internal applications for the American Rescue Plan Act funding.

Recess at 10:57 AM.

Meeting was reconvened at 11:05 AM.

Moved by Comm. Weppler, seconded by Comm. Pietsch that the Commission conduct an executive session under N.D.C.C. Section 44-04-19.1 and Section 44-04-19.2 to consult with and to receive advice from the County's legal counsel regarding claims related to the Sawyer & Velva Township Bridge. Roll call; all voted yes; motion carried.

The executive meeting was opened at 11:06 AM with Chairman Rostad and Commissioners Anderson, Pietsch, Rostad, and Weppler present. Also present were Auditor/Treasurer Marisa Haman; Attorney representing Ward County Bryan Van Grinsven from McGee, Hankla & Backes; Highway Engineer Dana Larsen, Assistant Highway Engineer Travis Schmit, and Administrative Assistant Lynae Schroeder.

Attorney Bryan Van Grinsven of McGee, Hankla & Backes appeared.

Executive session closed at 11:30 AM.

Reconvened at 11:30 AM into regular session.

Moved by Comm. Weppler, seconded by Comm. Fjeldahl to authorize our attorney to proceed with litigation as a bench trial. Roll call; all voted yes; motion carried.

Commissioners John Fjeldahl, John Pietsch, and Shelly Weppler attended the Building Security meeting on March 17, 2022. No final action was taken.

At 11:32 AM with no further business, the meeting was adjourned.

ACCEPTED AND APPROVED THIS 19TH DAY OF APRIL, 2022

Chairman, Ward County Commission

ATTEST:
